

Blue Pencil

Newsletter of
the Society
of Editors
(NSW)

Patron: Hazel Hawke

ISSN 1030-2557

PO Box 254, Broadway NSW 2007

March 1997

1997 Annual General Meeting

The 4 February Annual General Meeting of the Society of Editors (NSW) Inc was attended by 33 members. Minutes from the 1996 AGM were accepted, and the president tabled correspondence from the Society of Editors (Vic.) asking for financial support for two trial issues of a national editing magazine. It was agreed to send them the \$300 they had requested.

Society officers and committee members gave their reports. Of particular note were those from John Fleming on the recent incorporation of the society and the legal and administrative ramifications of this, and from Michael Giffin on the Ethics Conference Sub-Committee. All of these reports are included in this issue of *Blue Pencil*.

President's report

It's been an interesting first term, considering I was a relatively reluctant presidential nominee. I didn't actively seek this role last year, but have found it very rewarding to be able to contribute to the society and I hope the members feel I've kept it turning over adequately.

So, a new president, some new member—we've all been finding our feet a bit. To mix a metaphor, 1996 was in many ways a year of 'foundation laying' for the new committee.

Incorporation

The first excavations took the form of applications necessary to turn the society into an incorporated association. John Fleming

A vote of thanks was moved for Catherine Gray's hard work, skill, diplomacy, and enthusiasm in tackling the dual roles of president and treasurer. It passed with applause.

The 1997 Committee of the incorporated society was elected. The results are: *President & Treasurer*, Catherine Gray; *Vice President*, Robin Appleton; *Secretary*, Michael Giffin; *Membership Secretary*, Rhana Pike; *Catering*, Tim Badgery-Parker (food) and Carey Martin (wine); *Newsletter Editor*, Merry Pearson; *Newsletter Assistants*, Kylie Lowson and Robert Stove; *Publicity Officer*, Terry Johnston; *Committee Members*, Isabel Partridge and Barbara Hasslacher.

reports on this in detail elsewhere, but I'll take this opportunity to thank him for his sterling efforts in making it happen.

Incorporation puts the society on a more professional footing, protecting members (financially at least) from the possible incompetence or negligence of future committees, however unlikely this may be, and providing a solid base for future development.

Profile

As John describes in his report, there was some delay in completing the incorporation process, and this delay was one of the reasons we weren't able to follow through with the idea of

Next meeting: Tuesday 4 March 1997

Creative Navel Gazing

Our AGM was so packed with necessary AGM business and enthusiastic contributions from members that we didn't have time for the advertised free-for-all on what the Society of Editors (NSW) Inc is all about. Those present felt that they still wanted to hold such a discussion, however, and asked the committee to reschedule it for the March meeting. So, come along and help explore questions such as:

- What function does the society perform for its members?
- How best can it serve them?
- What are the issues it should be dealing with, or helping members deal with?

All are welcome.

6.30 pm for 7 pm
in the Rooftop Function Centre
4th floor, Australian Museum (enter from William St.)
Drinks and light refreshments provided.

Please RSVP by Friday 28 February
to (02) 9552 0039 (Voicemail)
\$10 for members who RSVP, \$12 for
those who forget to book

President's report

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giving the society a more professional face (to match its highly professional body and spirit)—membership cards, for example, as well as good-looking letterhead and other stationery. This will be something for the new committee to take up.

Membership

Membership grew during the year, as Rhana Pike reports, and the transfer of records into a database was yet another activity designed to set us up for the future, as well as making renewals a bit easier to keep track of for members.

Training

There was more foundation laying in the training area, from a subcommittee led by John Fleming, with Isabel Partridge and myself. A blueprint has been developed for future training activity, including formats for the different kinds of training sessions we could hold—from 'twilight seminars' to full-day training courses—and a checklist for organising such sessions—what needs to be done, who does what, all the way to evaluating success and reporting back to the committee with recommendations.

John was able to put this checklist into practice himself when he convened the Basic Grammar seminar at the State Library in November. Attended by 23 people (60% of them members of the society), it was a great success. The first of many like it, no doubt.

Ethics Conference

Some solid-looking trenches are being dug by the Ethics Conference Subcommittee, as Michael Giffin reports elsewhere. Such a conference, on a national scale, would be a major undertaking for the society, with the potential to raise its profile considerably.

Monthly meetings

Our regular monthly meetings provided some great-value sessions during 1996—from Terry Chesher on pre-translation editing and health communications in April, to Jean Hollis Weber's insightful introduction to the rapidly evolving world of technical writing and editing in July, from indexing in May (when Caroline Colton revealed that the perfect star sign for an indexer is Aries, not Virgo) to newsletter publishing in October.

In August, more than 40 people came to hear Allen & Unwin Trade Publisher Sophie Cunningham and writer Andrea Durbach on fiction editing and the art of developing the writer's voice, while September saw a very important session on training options for editors, with Shelley Kenigsberg, Pam Peters, and Robin Appleton. And publisher Richard Smart rounded things off in November with his musings on the role of the editor as we head towards the 21st century.

Publications

Of course, the opportunity to learn from meetings isn't confined to those who can actually make it to the Museum. *Blue Pencil* takes speakers' insights to all members, and Karen Young has done a great job keeping the newsletter together during the year, coping with last-minute panics and staying calm, cheerful and capable whatever happened. The similarly unflappable Catherine Hockings, who did the desktopping, deserves our thanks too.

Publications are in fact an important part of what the society can do for its members and the committee was working on several during the year which should see the light of day in 1997.

Isabel Partridge has been converting transcripts of the Successful Freelancing seminar held in 1995 into readable (as distinct from listenable) form. Due to publish early in the year.

A brochure or booklet on 'What is an editor?' was also initiated, although this seemingly simple question turned out to be rather more curly than we had anticipated. It's a question the society as a whole needs to discuss during 1997.

And then there's the *Register of Editorial Services*, which, for my sins, I took on in 1996. About 200 copies of the 1996 edition were sold, and all those who bought copies have been entered into a database, so they can be sent order forms for the new edition. The committee has and will continue to investigate ways of increasing the promotional efforts for the register.

Contact with other organisations

Our relationship with the Australian Publishers Association (APA) is important and contact was maintained during the year. The APA used *Blue Pencil* to publicise many of its seminars during the year, for example, and we used its mailouts to let APA members know about the 1996 register. We also contributed \$500 to sponsorship of the Beatrice Davis Editorial Fellowship, seeing the continued existence of this award as important to maintaining and increasing the profile of editors within the profession.

We contributed a session to the Australian Society for Technical Communication conference, *From paper to online*, in November. Organised and chaired by Rhana Pike, our workshop on 'Technical Tools for Technical Editors' featured Craig Bingham, Production Coordinator for the *Medical Journal of Australia*. It was very well received in itself, and also provided a forum to promote the Technical and Scientific Editing Workshop we are holding in March 1997, again convened by Rhana.

We had various interactions with the Society of Editors (Vic.) Inc. during 1996, particularly regarding its ideas for a national magazine. An editor has now been appointed for this project and two trial issues are due to be produced in 1997. These will be distributed free to all members of the state societies and used to gauge long-term feasibility. Unfortunately, the grant the society received from the Victorian government was not as large as expected and the state societies have now been asked to contribute a little towards the production of the trial issues. (Members at the AGM endorsed a contribution of \$300—see page 1.)

Links with other organisations, such as the Galley Club, the Australian Society of Authors, and the NSW Writers' Centre, have been good vehicles for mutual promotion of each other's meetings and other events. And we also participated in the NSW Writers' Centre's Spring Writing Festival in September (thanks to John Fleming for organising our stall, and to Robin Appleton, Terry Johnston, Karen Young, Barbara Hasslacher, Rhana Pike, and Isabel Partridge for helping out).

Thanks are due

The Society of Editors (NSW) is important. It has helped me professionally in innumerable ways, and I thank it constantly for existing, which is why I said OK when asked to step into Robin's shoes last year.

There are questions that we, the members, can productively ask each other. We all do many things in our daily work; we are called many things; we call ourselves many things. What is common to our various enterprises? What is 'editing'? Are there others like us who should know we exist? Others who share that common 'whatever'? Questions like these deserve serious discussion. But fundamentally the Society of Editors (NSW) Inc. is in good shape, ready to face, and help its members face, the challenges ahead.

Thanks to all committee members for their hard work during the year.

Rhana Pike, for continually spelling everyone's name right (and for having such a good time checking out the Graphic Arts

President's Report

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Club for our Christmas dinner); Isabel Partridge, for being much more than a 'dogsbody'; Terry Johnston, for his thorough (if self-effacing) approach to publicity (and for finally getting his fax machine to work); Robin Appleton, for the foundations she laid and the ideas and experience she continues to contribute; Michael Giffin—the Voice of our Voicemail—for his witty minute-taking

(and his legendary complaint after a society workshop: 'I was so cold I had to go home and put on a chicken').

And a very special thank-you to those committee members not standing again: Karen Young, always full of enthusiasm and without a procrastinating bone in her body; John Fleming, for his orderly mind, dry wit, and inspired reliability; and Josephine Bastian, for her intelligence, graceful turn of phrase—and great taste in wine. The society is in your debt and your presence on the committee will be missed.

Catherine Gray

Secretary's report

Since February 1996, the position of secretary to the society has involved my attending and minuting monthly committee meetings; clearing the society's Voicemail facility twice a week; clearing the society's post box in Broadway once a week; forwarding mail and answering verbal and written queries from the public; and attending to any business that arises from committee meetings or monthly meetings of the membership.

Including time spent on travel, on the phone, writing letters, attending meetings, and typing minutes, the duties of secretary take on average a half-day per week. With regard to queries from the public, there are an average of six verbal and six written transactions each week. These inquiries from authors, editors, publishers, and the general public are consistent. In any given week there are usually one or two people wanting to know how to join the society; one or two people asking about training courses and employment opportunities in editing or proofreading; and one or two publishers, authors, or organisations seeking freelance services. Occasionally there are queries from people asking about freelance rates and self-publishing authors wanting editorial advice.

Several impressions have been reinforced during this, my second, year as secretary: 1) In the second half of the year I sent out two or more membership forms each week to people wanting to join the society. This indicates that the society has a definite profile in the publishing community which needs to be nurtured and developed. 2) The general public looks to the society for advice on training and employment opportunities and, very strongly, for vocational support and career development. 3) The *Register of Editorial Services* is an important reference tool for putting a variety of publishers and self-publishers in touch with freelance editorial services.

I am left with the strong feeling that the society needs to market the register thoroughly and ensure that it is made widely available to the many different kinds of individuals and organisations that require editorial services; the society needs to maintain a strong training and vocational development profile; and, most importantly, given the steady increase in membership, the society needs to be aware of its responsibility to a diverse membership that is having to deal with a wide range of complex issues in a rapidly changing profession.

Michael Giffin

Treasurer's report

A quarterly breakdown of income and expenditure is attached, along with a statement from the auditor, J F Wells & Associates.

Overall situation

Financially, the society is healthy. Not counting petty cash:

- we started the year with \$9,884 (\$4,884 cheque account; \$5,000 Term Deposit);
- we finished the year with \$15,142 (\$9,960 cheque account; \$5,182 Term Deposit).

Note, however, that membership income is inflated because of a change in renewal practices. The renewal notices for 1997 membership were personalised and this has meant more people have renewed on time—the 1996 accounts include about \$2,800 worth of 1997 renewals (compared with only \$500 of 1996 renewals in the 1995 accounts).

Renewal income will get back in phase in 1997, but we should be a bit cautious about the real size of our 1996 surplus—the bottom line is probably about \$2,000 better than it would otherwise have been.

Even taking this into account, however, we've still improved our financial position.

Meetings

Taking into account the fact that the 1996 AGM was free for the first time, income from meetings was almost the same in 1996 (\$3,032) as 1995 (\$3,300). Costs were very similar, too: \$3,697

in 1996, compared to \$3,275 in 1995 (we have wine stock worth about \$327 left over for use in 1997).

This means that meetings came very close to breaking even overall. Good management by the catering officer (thanks, Josephine).

Venue costs in 1997 remained the same as 1996, and there's no reason why meetings shouldn't continue to at least break even.

Register of Editorial Services

Total income (both 1995 and 1996) from the 1996 register is \$3,805 (\$2,290 from listings; \$1,515 from sales). Total costs were \$1,015; profit is therefore \$2,790. This is probably too much and we can afford to spend a bit more on promotion and distributing the register more widely. The 1996 committee has already been investigating ways of doing this.

Membership

Income from membership increased from \$6,220 in 1995 to \$9,610 in 1996, although, as noted above, this is inflated by a double dose of renewals.

Membership fees should basically cover the newsletter (printing, mailing, editor's expenses), and running the society—committee expenses (phone calls, postage, envelopes, receipt books, and other incidentals incurred by the committee), bank charges, and administration (Voicemail costs, public liability insurance, bank charges, audit fees).

Treasurer's report

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The above expenses came to \$7,198 in 1996 (\$7,116 in 1995), which would indeed be covered by membership income, even if this were deflated by \$2,000.

Workshops

As last year, training activities made a healthy contribution

(\$627) to the society's bottom line, although this comprised only one workshop—on Basic Grammar.

Finally, a big thank you to all other members of the committee—for all those petty procedural things like signing cheques, providing receipts, etc—and, of course, for helping keep us in such a healthy financial state.

Catherine Gray

J. F. Wells & Associates

CERTIFIED PRACTISING ACCOUNTANTS

TELEPHONE:
(02) 9712-1288 (6 Lines)
Fax: (02) 9712 5362

1st FLOOR, 156 GREAT NORTH ROAD
P.O. BOX 125, FIVEDOCK, 2046

24th January 1997

Ms. Catherine Gray
P.O. Box 563
POTTS POINT NSW 2011

Dear Ms. Gray.

RE: SOCIETY OF EDITORS (NSW)

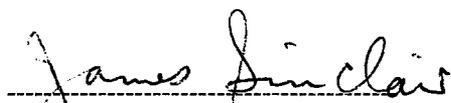
We have received the books of the Society for the year ended 31st December 1996 and from our audit thereof can conclude that the financial statements are materially correct.

Attached to this letter is:-

- (a) Bank Reconciliation as at 31st December 1996. and
- (b) Schedule of Assets as at 31st December 1996.

Should you have any further enquiries, please do not hesitate to contact us.

Yours faithfully.



James Sinclair
J.F. WELLS & ASSOCIATES

SOCIETY OF EDITORS (NSW) INC.
BANK RECONCILIATION as of 31 December 1996

	\$	\$
Credit balance, as per bank statement 31/12/96		10,943.84
Less: Unpresented Cheques		
#255210	390.35	
#255214	20.80	
#255215	572.00	(983.65)
		9,960.19 I/F
Add: Outstanding deposits		Nil
Debit (asset) balance, as per ledger a/c 31/12/96		<u>9,960.19 I/F</u>
Debit (asset) balance as per ledger, 01/01/96		4,684.02
Add: Total income received - 1996		<u>17,999.02</u>
	Subtotal	22,683.94
Less: Total expenditure - 1996		<u>(12,723.75)</u>
Debit (asset) balance, as per ledger a/c 31/12/96		<u>9,960.19 I/F</u>

SOCIETY OF EDITORS (NSW) INC.
STATEMENT OF ASSETS as of 31 December 1996

	\$ 1993	\$ 1994	\$ 1995	\$ 1996
Represented by				
Cash at bank				
CBA Cheque Account 0090.5083	1,279	1,698	4,684	9,960
CBA Savings Investment Account	3,833	3,900	5,000	5,182
Petty cash	<u>23</u>	<u>23</u>	<u>28</u>	<u>30</u>
Total assets	<u>5,135</u>	<u>5,621</u>	<u>9,712</u>	<u>15,172</u>

*Maturing 15/4/97
 Current Interest Rate 6% pa

Society of Editors (NSW) 1996
 1/1/96 Through 31/12/96 (in Aus. Dollars)

10/2/97

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SOCED-Bank, Cash, CC Accounts

Category Description	1/1/96- 31/3/96	1/4/96- 30/6/96	1/7/96- 30/9/96	1/10/96- 31/12/96	OVERALL TOTAL
INCOME/EXPENSE					
INCOME					
96 Reg sales	102.65	848.00	435.00	130.00	1,515.65
97 Reg fee	-40.00	0.00	0.00	2,240.00	2,200.00
Interest income	0.00	102.27	0.00	0.00	102.27
Meetings income	120.00	568.00	948.00	1,396.00	3,032.00
Membership	2,700.00	2,445.00	795.00	3,670.00	9,610.00
Other income	0.00	0.00	100.00	0.00	100.00
Training income	0.00	0.00	0.00	1,440.00	1,440.00
TOTAL INCOME	<u>2,882.65</u>	<u>3,963.27</u>	<u>2,278.00</u>	<u>8,876.00</u>	<u>17,999.92</u>
EXPENSES					
96 Reg expenses	814.00	176.30	19.00	5.80	1,015.10
Admin exp	137.95	374.05	95.40	105.50	712.90
Audit fees	325.00	0.00	0.00	0.00	325.00
Bank charges	10.52	15.57	11.79	13.28	51.16
Blue Pencil	830.22	989.80	1,099.10	1,746.06	4,665.18
Committee exp	286.52	133.60	78.70	293.40	792.22
Meetings exp	409.15	1,363.70	940.80	983.54	3,697.19
Misc	29.95	500.00	97.00	25.00	651.95
Training exp	0.00	0.00	0.00	422.20	422.20
TOTAL EXPENSES	<u>2,843.31</u>	<u>3,553.02</u>	<u>2,341.79</u>	<u>3,594.78</u>	<u>12,332.90</u>
TOTAL INCOME/EXPENSE	<u>39.34</u>	<u>410.25</u>	<u>-63.79</u>	<u>5,281.22</u>	<u>5,667.02</u>

Incorporation of the society

Members may recall that, in 1995, the society auditors recommended that the society become an incorporated association. The committee at that time rewrote the society constitution into a form that would be acceptable to the Department of Consumer Affairs as rules for an incorporated society. At the AGM in February 1996, members accepted those rules, agreed that the incorporated society take over the unincorporated society, and appointed me as public officer.

Our first necessary move towards incorporation, the reservation of the name Society of Editors (NSW) Incorporated, was quickly frustrated. The officer to whom we presented our application refused it on the grounds that there were other societies for editors that were already incorporated.

The committee decided to appeal against that decision, but after further consideration, presented the application a second time, but at a different branch of the Department of Consumer Affairs. The name Society of Editors (NSW) Incorporated was reserved for us without further objection. The necessary papers were assembled, the application for incorporation completed and submitted, and on 9 December 1996 our society became the Society of Editors (NSW) Incorporated.

The benefit to members of incorporation, and the reason for the auditors recommending it, is that the members' liability to contribute towards the payment of debts and liabilities of the society or the costs, charges, and expenses of the winding up of the society is limited to any unpaid membership fees.

Incorporation will not require the society to change to a large extent the way it operates, but a statement of the financial state of the society must be submitted to the Department of Fair Trading each year. Also, minutes of general and annual general meetings will need to be kept, but this slight change in procedure should not adversely affect the characteristic friendly informality of society meetings.

The cost of incorporation so far has been \$100. The annual statement by the public officer will cost \$30. Other associated costs will be for the purchase of a common seal of the society (rubber stamp), the maintenance of public liability insurance for a minimum of \$2 million, and the reprinting of society letterheads and envelopes.

John Fleming

Membership report

There are at present 234 members of the society (including eight speakers from our monthly meetings); 58 were new members in 1996.

We have one life member and 27 complimentary or exchange members. Of the individual members, 68 per cent are women, which means that the proportion of men in the society has increased since last year.

In 1996, we established a new database of members, which makes it easy for us to send personal renewal notices. It appears to have encouraged people to renew their memberships more quickly, and it will allow us to send reminders only to those who have not already renewed. In 1996, at least eight members renewed more than once, an administrative hitch that is now in the past!

Rhana Pike

Catering report

Being catering officer for the society puts you in the position of being able to throw a party every month without any of the boring concomitants of party-giving: for instance, the planning and shopping for food, and the cooking can all be left to the caterer. Best of all, you do not have to pay—although the Treasurer wishes me to add that you do have to account for every last penny!

In other words, it is a pretty nice job. It probably takes less time than any of the other committee positions, yet it brings a considerable sense of reward because of the monthly meetings. I won't say they couldn't take place, but without the ministrations of the catering officer they would surely be morose and grumpy affairs.

In the past year the catering proceeded quite well. For the food, we continued to use a Paddington caterer, Christobel Watherston, who is able to deliver her trays of food to the Rooftop Function Room late on a Tuesday and collect the empty trays next day. This made for an effortless operation. Nor did any grumbles about quantity or quality reach my ears, although I may have detected a subliminal whisper about lack of variety. However, Christobel has just raised her price from \$5.50 to \$6.50 per head, and we might consider looking elsewhere. Suggestions would be welcome.

For the wine, I availed myself of a wine society membership which my husband took out way back when we were university students. Wine for the meetings has cost between \$4.40 and \$6.00 a bottle (on rare occasions \$6.60), and the choice has attracted a number of compliments. No credit is due to me for this: the old membership, which dates back to the days of Professor John Anderson, and is redolent of Free Thought, Free Love, and the Libertarian Society, must simply have good vibes.

For the future, the society itself might consider taking out a membership in one of the many wine societies; it would be a good steady customer. But all that will be in the dispensation of the next catering officer.

Three attributes help a catering officer to function smoothly: a car, a dependable memory for routine detail, and good backup from other committee members. Well, I didn't possess a car, nor a triple A-rated memory, but for sure I did have all the help I could ask for from the other committee members. I very much appreciated it. In particular, I thank John Fleming and Rhana Pike, both of whom gave house room to large supplies of wine and ferried it in monthly for our meetings.

Josephine Bastian

Newsletter editor's report

This year, newsletter production was a team effort, with the editor playing more of a coordinating role than that of an editor. The newsletter would not have come out on time each month had it not been for the help of: Catherine Hockings (layout and design); Cathy Gray (providing and writing news, reminding me about deadlines, being an extra editorial eye); Robin Appleton (providing another editorial eye); John Fleming and Jo Bastian (providing tape recorders); Isabel Partridge (transcribing a story, thus rescuing the newsletter at the last minute); and Margaret Foster (editing the story on newsletter editing).

We changed printers this year to ensure that *Blue Pencil* is produced more efficiently, meaning faster and more economically.

In 1997, I suggest that the team work continue and that the work of newsletter editor be shared amongst two or three people. There are many tasks involved in this role: sourcing notice-board items, transcribing the talks from the monthly meetings, liaising with the membership secretary, and posting the newsletter. The other thing *Blue Pencil* needs is input from membership to enhance its role as a platform for debate and discussion.

Unfortunately, I can't continue to be part of this team in 1997, but I value the opportunity to be newsletter editor in 1996. It gave me the chance to be involved in the committee, and through transcribing stories gave me insight into some fascinating aspects of editing and publishing.

Karen Young

Immediate Past President's report

In 1996, I served on the committee for a fourth year. Outside of attending general meetings and committee meetings, I have been busy. I attended Style Council 96 in Adelaide in February-March.

In response to the interest raised in the media by Jacqueline Kent's article in the *Sydney Morning Herald* on the lot of book editors, time constraints on the editing process, the product- and sales-driven philosophy of publishing, I was contacted by ABC Radio Canberra and in July I had a 10-minute interview, live. The crux of the interview was on the future of the hard-copy book editor and on the reasons behind the perceived lack of quality and standards in much of book editing nowadays. The producer called afterwards to say that the interview went well. I regret I did not hear the responses from the listeners.

Training

As people from many employment backgrounds find themselves 'editing' and 'proofreading' without the appropriate skills, I trained a total of 42 people at the two six-day courses in publishing and the principles of editing. Always there are a few professional writers and would-be writers among the participants. These courses were held at the NSW Writers' Centre in May and

October. In June, also at the centre, Ann Tarrulli and I presented a two-day workshop on grammar and punctuation for writers. This was attended by eight people employed in communications.

A first was a two-day workshop on Practical Editing I presented in December. This was very successful. Although there was a lot to cover, the five participants, all practised communicators, had a chance to discuss ideas and to hear about ways others in the group read, interpreted, and edited the same sample copy and why.

In October, I gave an afternoon workshop to 17 participants of the Macarthur Writers' Week in Campbelltown on editing, publishing, and self-publishing. Today, I have convened a proofreading workshop for corporation staff whose work involves preparing and proofreading copy that is often typeset in agencies.

Each of these occasions has given me an opportunity to promote the *Register of Editorial Services*, the society, and its training sessions, and to give information and membership forms to those interested.

I am also on the Ethics Conference subcommittee that was formed in the latter half of 1996.

Robin Appleton

Ethics Conference Subcommittee

For a while now the Society of Editors (NSW) Inc. has been canvassing the idea that it host a national, and perhaps international, Ethics Conference in late 1998 or early 1999. Some ideas have been received from other societies as to the nature and scope of the conference. At the moment it looks like a weekend conference is taking shape, and that it will focus on the ethics of publishing and the community.

Such a conference has enormous potential to address pressing ethical issues facing publishers, authors, editors, and readers in a rapidly changing world. It would also be a major contribution of the New South Wales society to the publishing industry in Australia.

A subcommittee has been formed to look at the conference more closely. At present, it consists of: Michael Giffin, John Fleming, Terry Johnston, Robin Appleton, and Catherine Hockings. Over a period of three meetings a draft program has been produced

for discussion, and now the subcommittee faces the difficult task of filling the program with content: that is, real live plenary speakers, workshops, etc. The subcommittee is still at the stage of determining the shape of the program, and refining key themes and thinking about speakers. We need more ideas people to assist us, so feel free to join the subcommittee at this stage.

Later in the year, once the content of the conference is planned, we will be looking for the organisational skills of other members to assist with registrations, childcare, publicity, workshop scheduling, catering, and other hands-on aspects of such a conference.

The subcommittee needs the support of the whole membership if this conference is going to be successful, so please think about becoming involved in any way you can.

Michael Giffin

1997 COMMITTEE

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Noticeboard

Scientific and Technical Editing Seminar

Don't miss the enclosed insert about the upcoming full-day seminar on scientific and technical editing that the Society of Editors (NSW) Inc. is holding at the Australian Museum on Saturday 15 March. Book now; at press time the session was half filled.

1996 Galley Club Awards

The deadline for nominations for the 1996 Galley Club Awards, to be announced on Wednesday 14 May, is 14 March. For information, contact Victoria Jefferys on 0412 009982, Jane Blaney on (02) 9952 5451, or Fiona Lincoln on (02) 9952 5408. The Galley Club's next meeting, on Self-Publishing, will be held on 19 March.

Column Writing

The Australian travel editor Susan Kurosawa and freelance columnist Moyer Sayer-Jones will address the next meeting of Women in Publishing (NSW) Inc. at the Australian Museum (6 pm for a 7 pm start. Call Maggie Way on (02) 9954 9199 with enquiries.

Techwriter Placements

Techwriter Placements, established in March 1992, is a recruitment agency specialising in supplying technical writers, editors, and illustrators for permanent and contract positions. The company covers every area where technical information or complex business processes need to be explained simply, in fields such as software and hardware development, business procedures, electronics, telecommunications, engineering, and defence. Contact them at 140 Arthur Street, North Sydney 2060; ph (02) 9955 5768, fax (02) 9955 5883.

Australian editors link up

From an item in *The Canberra Editor*, we've learned that Australian editors now have their very own e-mail discussion list for exchange of news, discussion of professional topics, requests for help, and so on. To subscribe, write the message:

subscribe Editorial-L

in your e-mail message panel, leave the subject line blank, and address to:

<MAILSERV@Underdale.UnISA.edu.au>

If your subscription has been successful, you should receive an automated message back telling you about how to use the list.